

LIQUOR CONTROL BOARD (LCB) WORKGROUP CHARTER

Title Supplier Social Responsibility Advisory Workgroup
Sponsor(s) Lorraine Lee, LCB Board Chairman Pat McLaughlin, LCB Business Enterprise Director
Purpose <ul style="list-style-type: none">• Increase awareness and measurement of direct WSLCB liquor suppliers' social responsibility efforts• Enhance collaboration and partnership between LCB and stakeholders
Objectives <ol style="list-style-type: none">1. Determine what social responsibility activities suppliers currently have underway.2. Agree upon the definition of Social Responsibility and how it contributes to the LCB mission3. Develop measures for supplier social responsibility contributions on the LCB supplier scorecard and for non-scorecard suppliers.
Constraints <ul style="list-style-type: none">• Any recommendations that require additional funding or FTE's must be reviewed/approved by the Sponsors.• Any recommendations or planned activities must align with the agency mission and regulatory authority.
Agency Goals Supported <ul style="list-style-type: none">• Provide the highest level of public safety by continually assessing, analyzing, improving, and enforcing laws, regulations, and policies to ensure they are easy to understand, effective and reflect today's dynamic environment.• Create a culture that fosters excellent customer service, communication, accountability, data driven decisions, and business initiated process improvement including the use of integrated technology.
Timeframe Meetings begin September 2008. Recommendations due to Sponsors by March 31, 2009.
Team Lead Debi Besser, Director of Purchasing, LCB
Team Facilitator Mona Moberg, Project Manager, LCB

Additional Team Members

Ruthann Kurose, Board Member, LCB
Kimberly Ward, Buying Manager, LCB
Steve Burnell, Marketing Manager, LCB
Brent Young, Remy Cointreau USA (DRAW President)
Matt McCarthy, Southern Wine/Spirits West (DRAW Vice President)
Arick Liske, Diageo North America (DRAW member)
Jeff Barr, Bacardi (DRAW member)
Terry Adams, Ste. Michelle Wine Estates
Bill Ingersoll, Young's Columbia
Michael Langer, Prevention and Treatment Supervisor, Division of Alcohol And Substance Abuse, DSHS
Kathe McDaniel, Retail District Manager, LCB
Tony Masias, Alcohol Awareness Manager, LCB
Jim Hutchins, Process Improvement Manager, LCB
Brian Smith, Communications Director, LCB
Megan Renick, Administrative Assistant, LCB

Resources

- Liquor Control Board Mission Statement
- DISCUS Code of Responsible Practices for Beverage Alcohol Advertising and Marketing
- Meeting room facilities

Meeting Duration and Frequency

- Meetings will be scheduled for approximately three hours monthly at the Olympia LCB office.

Performance Measures

- Criteria developed for measuring supplier social responsibility efforts, and definition of how they will influence business decisions.
- Communication of measures and program to partner community
- Increased level of supplier participation in social responsibility programs, two years from implementation.

(rev. 11/10/08)